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January 9, 1998

Ms. Peggy Hendrixson (MC-10J)  
ARCS 5 Contracting Officer  
United States Environmental Protection Agency  
Contracts and Procurement Section  
77 West Jackson Boulevard  
Chicago, Illinois 60604

Re Work Plan Revision Request No.1  
Sauget Area 1 and 2 Sites, Sauget, Illinois  
Contract 68-W8-0086, WA#47-5N60

Dear Ms. Hendrixson:

E & E has prepared this Revised Work Plan Revision Request Number 1 (WPRR #1) to address the need for additional funding and LOE to complete the work assignment tasks for the Sauget Area 1 and 2 Sites Technical Assistance project. The attached tables present E & E's revised budget estimate for completing the work assignment. Table 1 provides a summary of all costs to complete this work assignment including all costs-to-date (as of December 27, 1997) and the estimated costs to complete active tasks; Table 2 is a combined summary by task for all Technical Assistance costs, including both actual costs-to-date and estimated costs to complete the project; Table 3 provides the actual costs to date (through December 27, 1997) for all project tasks; Table 4 provides a breakdown of the estimated costs to complete the existing tasks for the project. In addition, detail sheets for the estimated costs presented in Table 4 are provided as attachments to the table.

The additional LOE and funding requested will be necessary to complete the project according to the task structure and level of detail provided in the statement of work. Additional LOE and funding is required due to the large volume of information that was obtained from the federal and state agencies, and the time required for sorting, labelling, and reduction of the data into both tabular and graphic formats for presentation.

As stated above, Table 3 provides a breakdown of the actual costs for tasks that have received charges through December 27, 1997. This date was also used as a cutoff point for estimating the costs necessary to complete work on tasks that are still active. A total of 1,612.00 LOE hours and \$126,863 were spent on the project through this cutoff date. As shown on Table 4, E & E estimates that 759 LOE hours and \$67,155 will be required to complete the work specified on this project. The total LOE hours estimated through project completion are 2,371, which is 310 LOE hours more than the approved budget of 2,061 LOE hours. The total revised estimated cost for the work assignment is \$194,018 which is \$27,097 more than the approved work plan budget and \$24,018 more than the project funding level. The current work assignment expenditure limits are 2,061 LOE hours and \$166,921; therefore, an additional 310 LOE hours and \$24,081 of funding will be required.

As of December 27, 1997, E & E has completed the following work assignment tasks:

- Task 1.1: Project Planning; and
- Task 2.0: Acquisition of Existing Data

All of the other existing project tasks remain open. For all of the active project tasks, E & E has evaluated the existing budgets based on the current project objectives and direction, as well as the makeup of E & E's project team. The estimated award fees for the cost to complete active tasks are not broken down by task. These award fees are included in the "Totals" column on Table 4, and the basis for the estimated fee is explained in footnotes on the table. A discussion of active project tasks and estimated work remaining on these tasks is presented below:

- **Task 1.2 - Project Management:** As of December 27, 1997, 78.0 LOE hours and \$6,558 have been charged against this task for project management activities. E & E estimates that 38 LOE hours and \$3,353 will be required to complete project management activities through February 1998. The estimated total of 116 LOE hours at task completion is the same as the approved work plan budget amount. The estimated total cost at completion of \$9,911 is \$578 less than the approved original budget of \$10,489.
- **Task 3.0 - Property Ownership Tables/Maps:** As of December 27, 1997, 97 LOE hours and \$8,208 have been charged against this task for information research and production of the draft property ownership tables/maps. E & E estimates that 24 LOE hours and \$1,803 will be required to complete this task. This estimate to complete includes 16 LOE to complete an historical deed search for the Site N property and report the findings, and 8 LOE to prepare and submit the final version of the property ownership tables/maps. The estimated total of 121 LOE hours at task completion is 21 hours greater than the approved original LOE budget of 100 hours. The estimated total cost at completion of \$10,011 is \$3,077 greater than the approved original budget of \$6,934.
- **Task 4.0 - Technical Data Summary Tables/Maps:** As of December 27, 1997, 701.00 LOE hours and \$46,765 have been charged to this task for preparation of data tables and presenting data on site maps. E & E estimates that 445 LOE hours and \$30,761 will be required to complete the data summary tables and maps. The estimated total of 1146 LOE hours at task completion is 242 hours greater than the approved original LOE budget of 904 hours. The estimated total cost at completion of \$77,526 is \$14,989 greater than the approved original budget of \$62,537.
- **Task 5.0 - Data Gaps Memoranda:** As of December 27, 1997, no charges have been incurred under this task. E & E estimates that 92 LOE hours and \$7,351 will be required to complete this task. The estimated total of 92 LOE

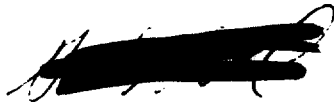
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hours and \$7,351 at task completion is the same as the approved original LOE budget.

- **Task 6.0 - PRP Records Compilation:** As of December 27, 1997, 163 LOE hours and \$14,031 have been charged to this task assembling PRP files and a PRP database. E & E estimates that 160 LOE hours and \$13,810 will be required to prepare and submit the deliverables for this task. The estimated total of 323 LOE hours at task completion is 7 LOE greater than the approved original LOE budget of 316 hours. The estimated total cost at completion of \$27,841 is \$5,040 greater than the approved original budget of \$22,801.

If you should require additional information, or have any questions concerning this submittal, please contact me at your earliest convenience.

Sincerely,



ARCS Program Manager

Attachments

cc: S. Nathan, EPA PO  
L. Evison, EPA RPM  
C. Carlson, E & E SM

DOCUMENT #162479 HAS 11 PAGES OF "CONFIDENTIAL" SPREAD SHEETS WHICH  
HAVE BEEN REPLACED WITH PLAIN SHEETS OF PAPER